

RUTHERFORD COUNTY MANAGER

County Commissioners

Julius Owens, *Chairman*

William Eckler, *Vice Chairman*

Greg Lovelace

Eddie Holland

Roger Richard

Carl Classen, *County Manager*

Hazel S. Haynes, *Clerk to the Board*

Richard Williams, *County Attorney*

August 30, 2013

To: County Commissioners

From: Carl Classen, County Manager

Weekly Report Items **Week Ending August 30, 2013**

General:

This is a highlight of items from the previous week. It is not meant to be exhaustive but to inform the Commissioners and Department Heads.

Airport:

Fuel prices were updated this week to remain competitive with surrounding airports and still provide a positive cash flow. Jet A is now \$4.99/gallon and 100LL is \$5.36/gallon. Staff has proposed an upgrade to the existing bulk fuel pricing policy that would be a rebate program based upon the total volume of Jet A purchased in a given six-month period. The goal is to further enhance the environment for corporate aircraft to be housed at the Airport while continuing to competitively priced fuel for general aviation. A copy of the proposal can be found here.

Board of Elections:

Staff have been busy this week preparing and sending letters of appointment to the Chief Judges and Judges and scheduling dates for registration at all the local high schools as required each September. The office has received and approved proofs of our ballots for the November election.

Building Inspections:

Building Inspections issued 28 permits for \$4,228 in permit fees and inspectors have conducted 151 inspections including final inspections on townhouses at Lake Lure and a final inspection at the landfill transfer station. Among the permits issued was the permit for the renovations at the Revenue Department. The Director has attended various meetings including meeting with the Administration at Thomas Jefferson Classical Academy about future project plans for the school.

Clerk to the Board:

A webinar was held on Thursday regarding the 2013 Local Government Legislative Review. An additional webinar will be held on September 5 that will cover other topics. Vice Chairman Eckler attended a meeting on August 29 and 30 in Boone regarding Dietary Needs for WNC AgriVentures Innovation Council Retreat.

Cooperative Extension:

The **Director** continues working towards the completion of the Agricultural Educational Livestock Facility and continues to assist clients with technical problems through office visits, phone calls, email, and farm visits. The **Family and Consumer Sciences Agent** attended a Community Engagement Team meeting, met with Grillin & Chillin planning committee, attended the NC Extension Association of Family & Consumer Sciences state conference. The Agricultural Agent networked with Pinnacle Elementary in developing a Quilt Garden, attended the Grillin & Chillin meeting, worked on the Farmer's Market resolution project, worked on scheduling for the Steering Committee, Consumer Focus Groups, and Farmer/Vendor Focus groups. Contact 76

County Manager:

The County Manager attended numerous meetings this week. Mr. Classen met to review the Revenue Department progress, met with Rhonda Owens and Adam Doyle regarding technology equipment financing, reviewed the VoIP recommendation, met with Commissioner Richard, met with Danny Searcy and David Odom regarding Public Works project updates which includes Greyrock and Queens Gap, attended the weekly Transfer Station Project meeting with James Kilgo, met with Matt Blackwell regarding ED updates, met to discuss the Airport and attended the Rutherfordton STEP meeting Monday night. Continuing, Mr. Classen met with Vice-Chair Bill Eckler, Terry Baynard, and Kerry Giles regarding EMS, met with Richard Williams, Ronnie Harrill, and Missy York reference the Farmland Preservation ordinance, attended a Rutherford-Polk-McDowell Health Managers meeting at IPDC, and held a meeting with Airport staff regarding Airport operations. Paula Roach and Danny Searcy met with Mr. Classen to discuss Hollis Water, and Mr. Classen attended a phone call with Amy Drum regarding projects in the Cliffside community. Ending the week, Mr. Classen attended a Local Government Review webinar, attended a reception for retirees Ronnie Bailey and Lee Allen of the Sheriff's Department, and attended a meeting at the ED Office regarding Solar Farms.

Economic Development

This week, the Executive Director worked with staff to complete and submit a response for the 2013 Duke Site Readiness Program; met with an existing NC industry regarding a possible partnership with an existing Rutherford County industry; continued working with two active industrial prospects; and continued working with staff to plan the upcoming Product Bus Tour. The Project Administrator conducted two existing industry visits and completed follow ups to previous visits to share information and programs and to introduce partners to support their efforts; made an introduction to a local company about some possible contract work; met with a local industry to hear about some possible building expansion plans; outlined some possible support options; and hosted a visit from Kyle Edney, Regional Business Director, Southeast Office with Agracel Industrial Developers. The Economic Development Assistant finalized and sent out hard copies and emailed copies of the Duke Energy Site Readiness submittal; secured vendors and venue for upcoming Economic Development Product bus tour; secured alternate location for upcoming board meetings; and reviewed employment and taxation documentation from an existing industry with regards to possible incentives owed to them.

Emergency Management/Fire Marshal:

The Fire Marshal provided training for the Department of Social Services to include how to use a fire extinguisher and home hazards to look for while visiting with clients. Craig Sappenfield, Risk Control Specialist for the NC Association of County Commissioners, participated in a ride along program on Tuesday. Staff responded to a hazardous materials call, conducted one fire investigation and responded to assist on a structure fire. Staff also attended a meeting with Isothermal Community College President Walter Dalton and several Board members to discuss the emergency services training facility, as well as, attended various other meetings.

Finance:

The Assistant Director continues to meet with people who are purchasing items off Gov Deals. The Director attended several meetings this week regarding Solid Waste, the Revenue Department budget and other matters. Keystone was migrated to a Windows server this week. Finance continues to work with IT on this update.

Human Resources:

The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. No employees have left the service of Rutherford County. Welcome new hires Donald Gowa (Solid Waste), and Wendy Hardin (Finance). The HR Director, in coordination with the Solid Waste Director, conducted customer service training this week. The Director also attended meetings to discuss EMS and Solid Waste items and conducted the monthly orientation. Lastly, the Director and staff attended the retirement reception for Ronnie Bailey and Lee Allen. We wish you both a Happy Retirement!!

Information Technology:

The IT Department is gearing up for the Revenue Department to move to the Annex the first of September. Staff have been locating cables in preparation for the move. The Director continues to work on the specifications for the VoIP system in addition to attending numerous meetings. The IT Department is sad to announce that Vickie Edwards will be leaving the department, but wish her well as she tackles new challenges. Vickie has done an outstanding job for the County.

Library:

Last week's gathering of Library Directors in Lake Lure, from across the state, was successful. The attendance was 50. These attendees were given many brochures and were encouraged to spend as much as possible their 2 1/2 days in Rutherford County. The staff is in the early stages of planning for a 75th anniversary celebration of the county library system. The circulation web based system has undergone an up-grade. The Library wants to express our thanks to the IT Department for adding two additional virtual servers to the system.

Public Works/Planning:

The garage had 7 preventative maintenance service calls, 16 repairs, 7 tire service calls and 12 other repairs. Maintenance completed 28 work orders and repairs along with preventative maintenance and groundskeeping. The Director and Operations Manager participated in various meetings with contractors, other department heads and staff. Continued coordination with Commissioners and Planning Board regarding the Solar Farm Ordinance research along with scheduling a solar farm site visit in Cleveland County set for next week. Greyrock Updates: Project 3B is constructed, stoned and matted from the beginning of Project 1 down to the first culvert. This 48" culvert is completed and the road to the next large culvert is under construction. Project 8 clearing is underway. The intersection is being constructed in conjunction with Project 3B. The is a very difficult intersection due to the angle and the grades involved. We are shifting the road into the common area somewhat. Project 7 is continuing. The contractor is in the process of undercutting the bad material as directed by S&ME. Queens Gap Updates: Only 2 bidders were at the bid opening so no bids were opened. The new bid opening is Tuesday September 10 at 9:45. Project 3 design is underway.

Register of Deeds:

The Register of Deeds office had an active week with 333 transactions collecting \$12,877.25.

The Revenue

The Revenue Department is preparing for the move to the Annex building the first week of September. All items are being packed, stored, or made available to other departments. On schedule so far!! (Weekly reports will be minimized due to the concentration of continuing service to taxpayers while office renovations/transition is underway).

Senior Center:

The seniors enjoyed sharing what line of work they did before they retired and some of the unusual and exciting experiences they had during their activity called "What Is Your Job Line". The seniors also participated in "Use It or Lose It Trivia Fun". Staff encourages seniors to engage in thinking games, as well as, learning new skills and hobbies to continually keep the brain functioning and alert. On Friday night, the center will have a Beach Party Dance from 7:00-10:00 p.m. The cost is \$5.00 and The Band of Rocky Guarriello will be performing.

Social Services:

On Monday, Child Protective Services Supervisors and the Program Manager held successful meetings with staff from Family Preservation Services and Parkway Behavioral Health to talk about services and how to improve collaboration and access to services for families. The group has decided to have ongoing monthly meetings. On Tuesday, the Director attended the nominating committee meeting at Partnership for Children of the Foothills, where he serves on the board. Food and Nutrition Services and Medicaid Supervisors, the IM Administrator, and the Director attended a NC FAST webinar on Wednesday concerning the onsite support staff for Project 2 & 6. The monthly agency supervisor meeting was held on Wednesday. On Thursday, Peter Gaulin, DSS IT Analyst, attended a conference call, along with IT Director, Rhonda Owens, between county IT staff and NCFast technical staff to review system status and suggested work-arounds. Also, on Thursday fiscal staff, Pam Price and Rhonda Byers; the Director; IM Administrator, Kandi Bridges; and Social Work Program Manager, Amanda McGee, attended the Western Regional Director's Meeting in Asheville. There are breakout sessions for each area in the morning and the entire group comes together in the afternoon to hear information and updates applicable to all areas. On Friday, the Director attended a Drug Court Board Meeting.

Soil and Water:

The Admin/Education Specialist attended a Farmland Preservation Ordinance meeting and met with staff from Forrest W. Hunt to work on the application for an Outdoor Environmental Learning Center grant. The specialist continues planning the 5th grade Conservation Field Day and scheduling the presenters for each station. The Ag Cost Share Technician attended a Western NC Stream Initiative Meeting, entered Contracts in the IBEAM Ag. Cost Share system, worked on picking out the land judging competition sites, and worked on construction and inspection of a Hoop House project.

Solid Waste:

The Solid Waste Department served 324 customers, hauled 59 loads from convenience centers and shipped 32 loads to Lenoir. The Director attended the weekly Solid Waste update with Carl Classen and David Odom. During this time, a conference call was held with Resource Recycling to have an update on the recycling negotiations. A final walk thru of the transfer station project with David Odom and Bernie Dilgert was held. The Director and the HR Director hosted three customer service training meetings, attended a meeting along with Terry James and Judy Toney concerning swap and shop buildings, and met with a representative of a uniform company. Staff has been busy performing everyday job duties and also helping the Revenue Department dispose of old furniture. Charlotte Scale Company came and changed the load cells in the scales. We would like to welcome new truck driver Donald Gowan to the landfill staff.

Tourism:

No report

Transportation Services:

EMS: This week EMS Personnel responded to 130 emergency calls and 85 convalescent calls. EMS had a training technician from Empac come this week for additional training on the new ventilator. Empac is the company we purchased the ventilator from. More than ten medics were trained with more in depth information on the use of the ventilator. **Transit:** Transit drove 10,679 miles, completed 1,161 local trips and 80 out of county trips, transported 287 unduplicated passengers and collected \$20,181 in revenue. Transit also received news from NCDOT ROAP allocations to provide service to elderly, disabled, employment, and the general public. These funds increased \$16,690 over last year. The Transit Advisory Board also met for their quarterly meeting.

Veterans Office:

The staff made 221 contacts, received 65 telephone interviews, and had 51 mailouts for veterans to complete documents and requests for service. The Service Officer continues to help veterans with food from the food pantry. As Christmas fastly approaches, the Veterans Office has the **Toys for Totes Box**. Please help in filling these boxes to give to local children in need at Christmas.

Special Recognition Highlights





Congratulations and THANKS! to the Leadership Rutherford team, to community donors, and to Planning/Public Works Director Danny Searcy for getting this project financed, underway and completed. In the past year, the County and the community have made a major investment improving facilities at Frank West Park.

RELAY has kicked off with many fund raisers on the horizon—we hope each employee will get involved in some way with RELAY—upcoming fundraisers:

April 11 Spaghetti lunch-County Office Building-

Spaghetti lunch a success-raised apprx \$650.00 dollars—thank you to everyone who helped in any way!!!

April 20 Sheriff's Shooting Tournament-Bostic Gun Club-

A total success raising \$1,130—thank you to the Sheriff and staff and all the volunteers and participants

May 3 Hanging basket sale-another great success—we sold 175 baskets/flats with a total profit of \$500.00

May 4 Mayfest- sold flowers and quilt tickets

May 17 RADA –SUCCESS raised over \$600—thanks to everyone

June 14 Father's Day Auction---\$85.00

June 29 RELAY YARD SALE --\$108.25

August 9 Auction-Blue Grass CD's--\$45.00

August 30 Tupperware

Zumbathon-thank you to Brooke Watson for teaching these classes \$230

Now until RELAY night—dimes for Relay—filling up 20 ounce water bottles with dimes—each bottle equals \$100

Now until RELAY night-Quilt ticket sales